

AGING AND ADULT SERVICES

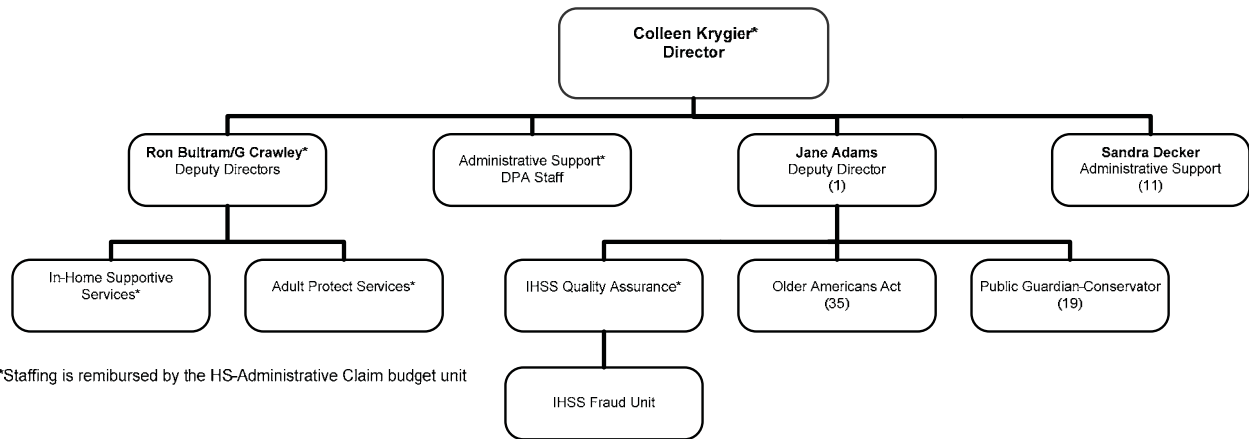
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MISSION STATEMENT

The Department of Aging and Adult Services provides services to seniors, at-risk individuals, and adults with disabilities to improve or maintain choice, independence, and quality of life so they may age in place in the least restrictive environment.



ORGANIZATIONAL CHART



2010-11 AND 2011-12 ACCOMPLISHMENTS

- Received two 2011 National Association of Counties (NACo) Awards for the Long Term Ombudsman Program/Red Cross partnership and the Prevention and Early Intervention/Transportation Reimbursement Escort Program (PEI/TREP).
- Senior Nutrition Services provided 379,192 congregate meals to 11,797 seniors in senior centers throughout the county and 394,892 home-delivered meals to 2,679 homebound seniors.
- Senior Information and Assistance provided 7,616 seniors with registered services and provided public/community outreach to 79,184 individuals.
- Provided nutrition education to 4,210 seniors.
- Long Term Ombudsman program staff and volunteers provided 139 community trainings; distributed educational materials to 3,858 individuals; attended 18 resident and family council meetings; investigated 2,611 complaints; participated in 4,839 regular visits to nursing and board and care facilities; provided 3,134 training sessions for caregivers and 758 training sessions for professionals.



2012-13 GOALS, OBJECTIVES, AND PERFORMANCE MEASURES**GOAL 1: ASSIST SENIORS TO MAINTAIN CHOICES AND IMPROVE QUALITY OF LIFE BY INCREASING KNOWLEDGE AND AWARENESS OF AVAILABLE PROGRAMS AND ASSISTANCE.**

Objective: Increase individual customers contacted by Senior Information and Assistance (SIA) outreach efforts.

Measurement	2009-10 Actual	2010-11 Actual	2011-12 Target	2011-12 Estimate	2012-13 Target
Increase individual customers contacted by SIA.	1.5%	16%	8%	12%	8%

The departments outreach efforts by SIA have targeted older individuals within the county while placing emphasis on older individuals who are isolated, have Alzheimer's disease or related disorders, and have the greatest economic and social needs as mandated by the Older Americans Act. This objective remains a major focus, as information on programs and services is a vital link to ensuring senior safety and independence. The 4% reduction from 2010-11 actual is due to a change in the methodology of counting customers. This was necessary to eliminate duplicate counts.

SUMMARY OF BUDGET UNITS

	2012-13				
	Appropriation	Revenue	Net County Cost	Fund Balance	Revenue Over/ (Under) Exp Staffing
General Fund					
Aging and Adult Services	9,956,414	9,956,414	0		47
Public Guardian-Conservator	946,769	325,663	621,106		19
Total General Fund	10,903,183	10,282,077	621,106		66

5-YEAR APPROPRIATION TREND

	2008-09	2009-10	2010-11	2011-12	2012-13
Aging and Adult Services	10,184,380	10,357,658	10,746,636	9,898,469	9,956,414
Public Guardian-Conservator	1,166,177	657,807	540,738	833,145	946,769
Total	11,350,557	11,015,465	11,287,374	10,731,614	10,903,183

5-YEAR REVENUE TREND

	2008-09	2009-10	2010-11	2011-12	2012-13
Aging and Adult Services	8,952,676	9,156,851	9,562,605	9,898,469	9,956,414
Public Guardian-Conservator	387,792	135,221	353,153	242,858	325,663
Total	9,340,468	9,292,072	9,915,758	10,141,327	10,282,077

5-YEAR NET COUNTY COST TREND

	2008-09	2009-10	2010-11	2011-12	2012-13
Aging and Adult Services	1,231,704	1,200,807	1,184,031	0	0
Public Guardian-Conservator	778,385	522,586	187,585	590,287	621,106
Total	2,010,089	1,723,393	1,371,616	590,287	621,106



Aging and Adult Services

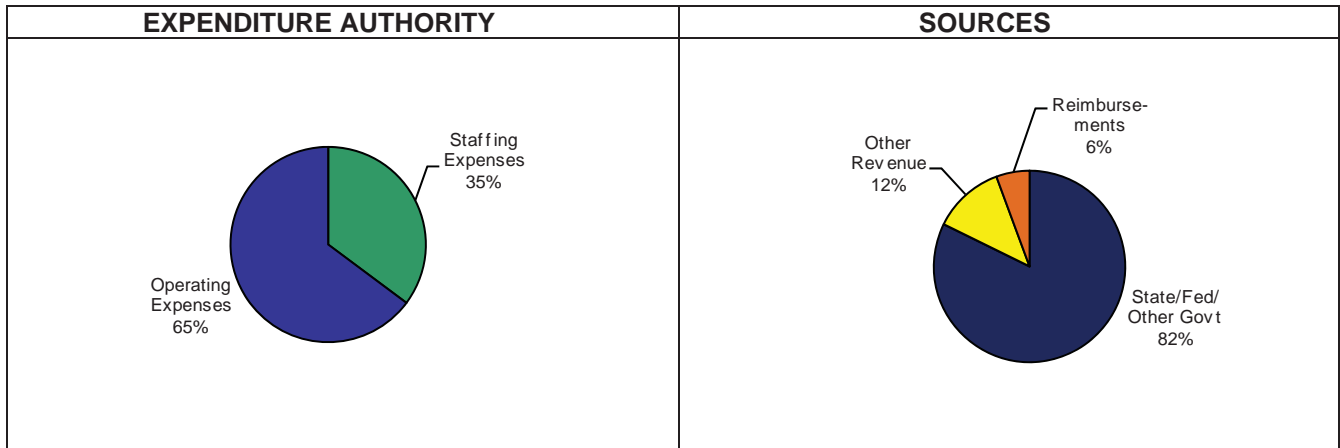
DESCRIPTION OF MAJOR SERVICES

The Department of Aging and Adult Services (DAAS), under the direction of the California Department of Aging (CDA), serves as the federally designated Area Agency on Aging (AAA) for the County of San Bernardino and is responsible for administering programs under the Older Americans Act (OAA). The department works to ensure options are easily accessible to all older individuals and to have a visible resource where seniors can go or call for information. The programs under the OAA include Senior Information and Assistance (SIA), Senior Nutrition, Senior Community Service Employment Program (SCSEP), Senior Supportive Services, Health Insurance Counseling and Advocacy Program (HICAP), Family Caregiver Support Program (FCSP), Legal Services for Senior's, Multipurpose Senior Services Program (MSSP) and Long-Term Care Ombudsman (OMB).

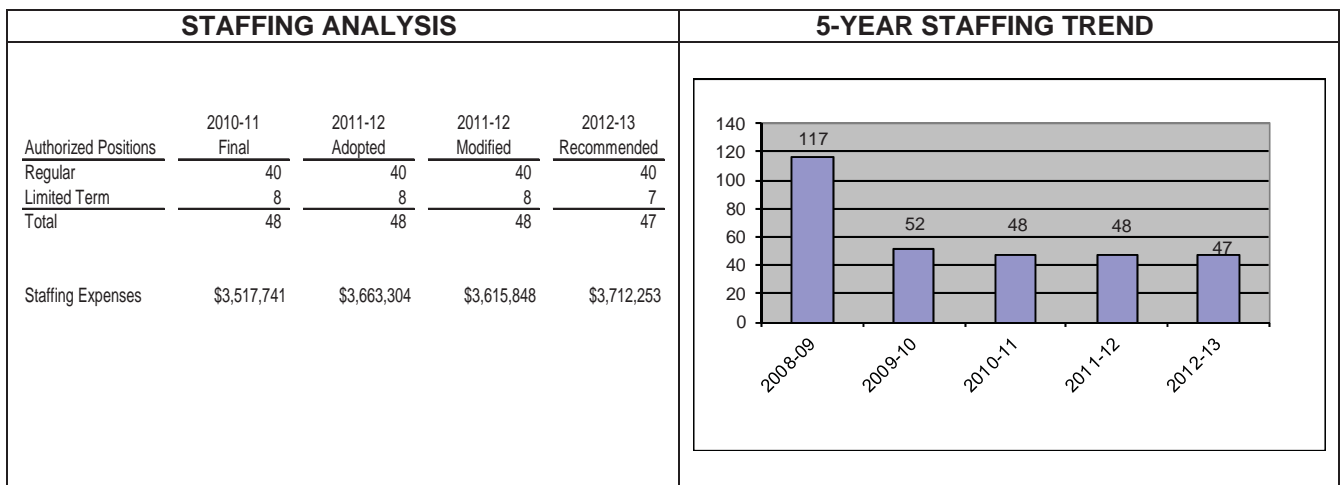
Budget at a Glance

Total Expenditure Authority	\$10,549,790
Total Sources	\$10,549,790
Net County Cost	\$0
Total Staff	47
Funded by Net County Cost	0%

2012-13 RECOMMENDED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2012-13 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Aging and Adult Services
FUND: General

BUDGET UNIT: AAF OOA
FUNCTION: Public Assistance
ACTIVITY: Administration

	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Estimate	2011-12 Modified Budget	2012-13 Recommended Budget	Change From 2011-12 Modified Budget
Appropriation							
Staffing Expenses	3,946,983	3,306,071	3,517,741	3,459,648	3,615,848	3,712,253	96,405
Operating Expenses	7,017,037	7,462,602	7,497,566	6,579,035	6,814,868	6,837,537	22,669
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	10,964,020	10,768,673	11,015,307	10,038,683	10,430,716	10,549,790	119,074
Reimbursements	(402,415)	(416,301)	(456,944)	(507,134)	(532,247)	(593,376)	(61,129)
Total Appropriation	10,561,605	10,352,372	10,558,363	9,531,549	9,898,469	9,956,414	57,945
Operating Transfers Out	(5,268)	0	0	0	0	0	0
Total Requirements	10,556,337	10,352,372	10,558,363	9,531,549	9,898,469	9,956,414	57,945
Departmental Revenue							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	9,314,270	9,085,037	9,511,716	8,407,427	8,774,349	8,679,882	(94,467)
Fee/Rate	300	64,717	0	0	0	0	0
Other Revenue	63,046	7,027	50,889	66,502	66,500	68,912	2,412
Total Revenue	9,377,616	9,156,781	9,562,605	8,473,929	8,840,849	8,748,794	(92,055)
Operating Transfers In	13,700	0	0	1,057,620	1,057,620	1,207,620	150,000
Total Financing Sources	9,391,316	9,156,781	9,562,605	9,531,549	9,898,469	9,956,414	57,945
Net County Cost	1,165,021	1,195,591	995,758	0	0	0	0
Budgeted Staffing					48	47	(1)

BUDGET CHANGES AND OPERATIONAL IMPACT

In 2012-13 appropriation will increase over 2011-12 Modified Budget as a result of increases in retirement costs, salaries and benefits, ISF charges, and contracted vendor payments. Departmental revenue will also increase as a result of higher operating transfers in. State, federal or government aid revenue will decline over 2011-12 Modified Budget as a result of reductions to Multipurpose Senior Services Program (MSSP), Senior Employment, and Medicare Improvements for Patients and Providers Act (MIPPA) programs.

MAJOR EXPENDITURES AND REVENUE IN 2012-13 RECOMMENDED BUDGET

Significant budgeted expenditures include:

- \$3.7 million will fund 47 budgeted positions.
- \$6.8 million for operating expenses, the largest portion of which is \$5.63 million for contracted services for the Department's Senior Nutrition Services, MSSP, and Senior Transportation programs.
- \$0.6 million in reimbursements for costs transferred to other departments.

Grant revenue is expected to total \$8.75 million, which includes \$3.5 million for Senior Nutrition Services, \$1.18 million for MSSP, and \$624,483 for Family Caregiver Support Program.

STAFFING CHANGES AND OPERATIONAL IMPACT

In 2012-13 budgeted positions will decrease from 48 to 47 due to the retirement of a part-time contracted Ombudsman Program Office Manager. Operations and budget will not be affected by the reduction as work duties and hours will be assumed by other staff.



2012-13 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Administration	12	0	12	12	0	0	12
Multipurpose Senior Services Program (MSSP)	10	0	10	9	1	0	10
Ombudsman	1	4	5	5	0	0	5
Senior Community Service Employment Program (SCSEP)	0	3	3	3	0	0	3
Senior Information and Assistance (SIA)	17	0	17	17	0	0	17
Total	40	7	47	46	1	0	47

Administration	MSSP	Ombudsman
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 Deputy Director	1 Supv. Social Services Practitioner	1 DAAS Program Supervisor
1 Administrative Supervisor II	5 Social Services Practitioner	1 OMB Office Manager
3 Accounting Technician	1 Social Worker	3 OMB Field Coordinator
1 Office Assistant III	2 Public Health Nurse	5 Total
5 Staff Analyst II	1 Fiscal Assistant	
1 Secretary	10 Total	
12 Total		
	SCSEP	SIA
	<u>Classification</u>	<u>Classification</u>
	1 SCSEP Coordinator	2 DAAS Program Supervisor
	2 SCSEP Program Aide	8 Social Service Aide
	3 Total	7 Senior Information & Referral Rep
		17 Total



Public Guardian-Conservator

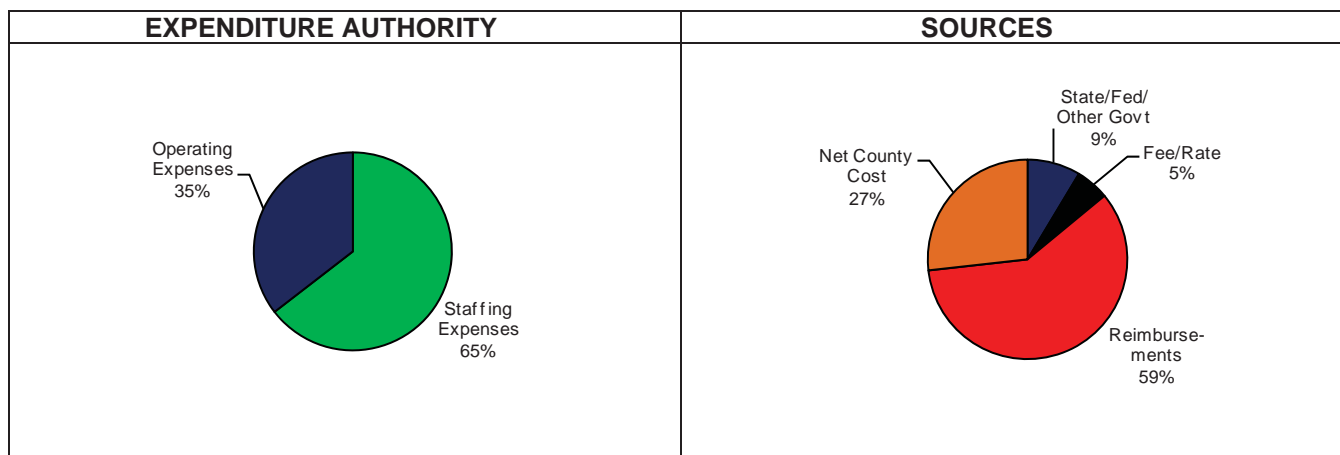
DESCRIPTION OF MAJOR SERVICES

By court appointment, the Public Guardian-Conservator acts as conservator of any individuals found to be gravely disabled or to lack capacity to manage their finances and provide their own care. A conservator has the responsibility for the conservatee's care, custody and control. The conservator determines where the conservatee lives and ensures his/her daily needs are met. Conservatees must be placed in the least restrictive placement, which may include, but is not limited to the following: medical, psychiatric, nursing, or other licensed facility or state hospital, county hospital, or United States government hospital.

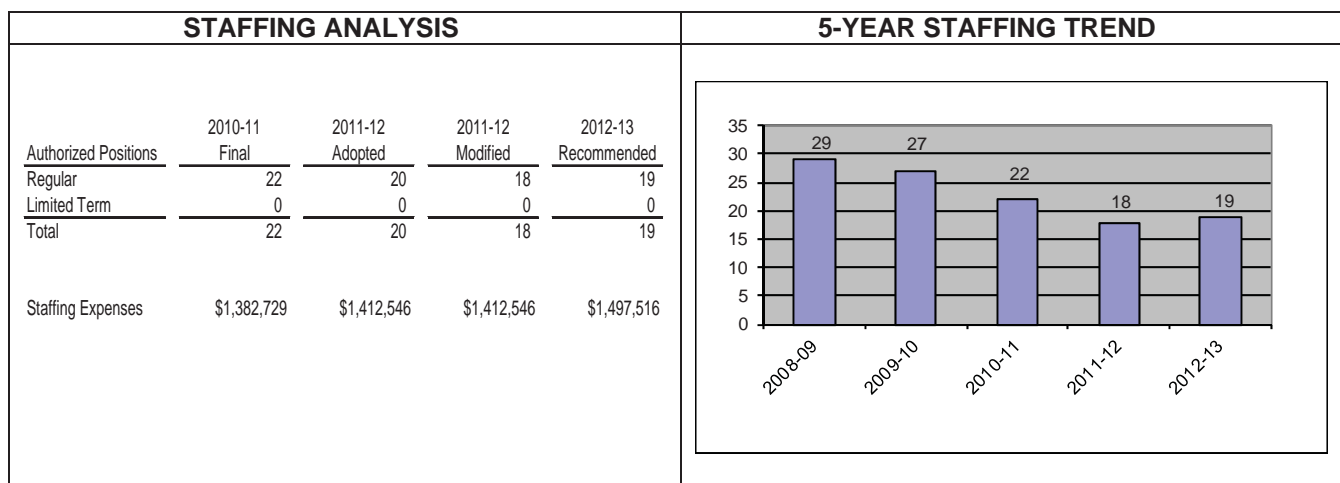
Budget at a Glance

Total Expenditure Authority	\$2,320,476
Total Sources	\$1,699,370
Net County Cost	\$621,106
Total Staff	19
Funded by Net County Cost	27%

2012-13 RECOMMENDED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2012-13 RECOMMENDED BUDGET

GROUP: Human Services
 DEPARTMENT: Aging and Adult Services - Public Guardian-Conservator
 FUND: General

BUDGET UNIT: AAA PGD
 FUNCTION: Public Protection
 ACTIVITY: Other Protection

	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Estimate	2011-12 Modified Budget	2012-13 Recommended Budget	Change From 2011-12 Modified Budget
Appropriation							
Staffing Expenses	1,887,076	1,627,198	1,382,729	1,349,471	1,412,546	1,497,516	84,970
Operating Expenses	568,771	442,900	532,682	772,100	790,224	822,960	32,736
Capital Expenditures	27,257	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	2,483,104	2,070,098	1,915,411	2,121,570	2,202,770	2,320,476	117,706
Reimbursements	(1,439,894)	(1,412,292)	(1,374,673)	(1,383,730)	(1,369,625)	(1,373,707)	(4,082)
Total Appropriation	1,043,210	657,806	540,738	737,840	833,145	946,769	113,624
Operating Transfers Out	44,000	0	0	0	0	0	0
Total Requirements	1,087,210	657,806	540,738	737,840	833,145	946,769	113,624
Departmental Revenue							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	195,176	(17,500)	242,767	98,733	117,344	200,113	82,769
Fee/Rate	138,275	152,304	109,742	144,130	125,000	125,000	0
Other Revenue	3,840	416	643	514	514	550	36
Total Revenue	337,291	135,220	353,152	243,377	242,858	325,663	82,805
Operating Transfers In	0	0	0	0	0	0	0
Total Financing Sources	337,291	135,220	353,152	243,377	242,858	325,663	82,805
Net County Cost	749,919	522,586	187,586	494,463	590,287	621,106	30,819
Budgeted Staffing					18	19	1

BUDGET CHANGES AND OPERATIONAL IMPACT

Staffing expenses in the 2012-13 budget will increase as a result of the addition of one Supervising Deputy Public Guardian position, while operating expenses will increase as a result of expenditures related to AB109 Criminal Justice prisoner release. Appropriation will increase by \$113,264 as compared to 2011-12 modified budget.

Departmental revenue in the 2012-13 budget will increase by \$82,805 as a result of new revenue received for the AB109 Criminal Justice prisoner release program; all other revenue sources will virtually remain at current levels.

MAJOR EXPENDITURES AND REVENUE IN 2012-13 RECOMMENDED BUDGET

Major expenditures and revenue represent the following:

- Staffing expenses of \$1.497 million will fund 19 budgeted positions.
- Operating expenses of \$822,960 include services and supplies, primarily consisting of case management software maintenance, postage, printing, vehicle service charges, and property insurance costs for conservatees real property. Operating expenses also include charges for administrative and technical support provided by Human Services (HS) Administration and the Department of Aging and Adult Services (DAAS).
- Reimbursements of \$1.37 million represent funding received primarily from the Department of Behavioral Health for conservatee case costs and from the Sheriff/Coroner/Public Administrator for reimbursement of warehouse operation costs.
- State, federal, or government aid revenue of \$200,113 represents reimbursement for Medi-Cal Administrative Activities (MAA) and AB109 Criminal Justice Realignment.
- Fee/rate revenue of \$125,000 represent Court-ordered fees paid to the Department from the estates of conservatees.



STAFFING CHANGES AND OPERATIONAL IMPACT

The 2012-13 budget will add back 1 Supervising Deputy Public Guardian position that was eliminated as a result of budget reductions in 2011-12. The Supervising Deputy Public Guardian position will supervise staff that currently report to the Chief Public Guardian, which will allow the Chief Public Guardian to focus more on administration and service delivery.

2012-13 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Public Guardian-Conservator	19	0	19	18	1	0	19
Total	19	0	19	18	1	0	19

Public Guardian-Conservator

Classification

- 1 Chief Public Guardian
- 6 Deputy Public Guardian
- 2 Estate Property Specialist
- 1 Fiscal Assistant
- 1 Fiscal Specialist
- 3 Office Assistant III
- 1 Social Service Aide
- 1 Social Service Practitioner
- 1 Staff Analyst II
- 1 Supervising Office Assistant
- 1 Supv. Deputy Public Guardian I
- 19 Total

